

Cabinet



Forest Heath
District Council

Title:	Agenda												
Date:	Tuesday 17 May 2016												
Time:	6.00 pm												
Venue:	Council Chamber District Offices College Heath Road Mildenhall												
Membership:	<p style="text-align: right;">Leader James Waters</p> <p style="text-align: right;">Deputy Leader Robin Millar</p> <table><thead><tr><th>Councillor</th><th>Portfolio</th></tr></thead><tbody><tr><td>David Bowman</td><td>Operations</td></tr><tr><td>Stephen Edwards</td><td>Resources and Performance</td></tr><tr><td>Andy Drummond</td><td>Leisure and Culture</td></tr><tr><td>Robin Millar</td><td>Families and Communities</td></tr><tr><td>James Waters</td><td>Planning and Growth</td></tr></tbody></table> <p><i>The Constitution of the Cabinet is to be announced under Item 5. on the Agenda for the Annual Meeting of the Council to be held on 11 May 2016. As this Cabinet Agenda was prepared prior to the Annual Meeting of the Council, it reflects the Portfolio Holders and the Portfolios held immediately prior to the Annual Meeting.</i></p>	Councillor	Portfolio	David Bowman	Operations	Stephen Edwards	Resources and Performance	Andy Drummond	Leisure and Culture	Robin Millar	Families and Communities	James Waters	Planning and Growth
Councillor	Portfolio												
David Bowman	Operations												
Stephen Edwards	Resources and Performance												
Andy Drummond	Leisure and Culture												
Robin Millar	Families and Communities												
James Waters	Planning and Growth												
Interests – Declaration and Restriction on Participation:	Members are reminded of their responsibility to declare any disclosable pecuniary interest not entered in the Authority's register or local non pecuniary interest which they have in any item of business on the agenda (subject to the exception for sensitive information) and to leave the meeting prior to discussion and voting on an item in which they have a disclosable pecuniary interest.												
Quorum:	Three Members												
Committee administrator:	Sharon Turner Democratic Services Officer (Cabinet) Tel: 01638 719237 Email: sharon.turner@westsuffolk.gov.uk												

Public Information



Forest Heath

District Council

Venue:	District Offices College Heath Road Mildenhall Suffolk, IP28 7EY	Tel: 01638 719000 Email: democratic.services@westsuffolk.gov.uk Web: www.westsuffolk.gov.uk
Access to agenda and reports before the meeting:	Copies of the agenda and reports are open for public inspection at the above address at least five clear days before the meeting. They are also available to view on our website.	
Attendance at meetings:	The District Council actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public.	
Public speaking:	Members of the public who live or work in the District are invited to put one question or statement of not more than three minutes duration relating to items to be discussed in Part 1 of the agenda only. If a question is asked and answered within three minutes, the person who asked the question may ask a supplementary question that arises from the reply. A person who wishes to speak must register at least 15 minutes before the time the meeting is scheduled to start. There is an overall time limit of 15 minutes for public speaking, which may be extended at the Chairman's discretion.	
Disabled access:	The public gallery is on the first floor and is accessible via stairs. There is not a lift but disabled seating is available at the back of the Council Chamber on the ground floor. Please see the Committee Administrator who will be able to help you.	
Induction loop:	An Induction loop operates to enhance sound for anyone wearing a hearing aid or using a transmitter.	
Recording of meetings:	The Council may record this meeting and permits members of the public and media to record or broadcast it as well (when the media and public are not lawfully excluded). Any member of the public who attends a meeting and objects to being filmed should advise the Committee Administrator who will instruct that they are not included in the filming.	

Agenda

Procedural Matters

Part 1 - Public

1. Apologies for Absence

2. Minutes

1 - 4

To approve as a correct record the minutes of the Cabinet meeting held on 5 April 2016 (attached).

3. Open Forum

At each Cabinet meeting, up to 15 minutes shall be allocated for questions from and discussion with, non-Cabinet members. Members wishing to speak during this session should if possible, give notice in advance. Who speaks and for how long will be at the complete discretion of the person presiding.

4. Public Participation

Members of the public who live or work in the District are invited to put one question/statement of not more than three minutes duration relating to items to be discussed in Part 1 of the agenda only. If a question is asked and answered within three minutes, the person who asked the question may ask a supplementary question that arises from the reply.

A person who wishes to speak must register at least 15 minutes before the time the meeting is scheduled to start.

There is an overall time limit of 15 minutes for public speaking, which may be extended at the Chairman's discretion.

5. Report of the Anglia Revenues and Benefits Partnership Joint Committee: 22 March 2016

5 - 10

Report No: **CAB/FH/16/017**

Portfolio Holder: Stephen Edwards

Lead Officer: Jill Korwin

6. Report of the Overview and Scrutiny Committee: 21 April 2016

11 - 16

Report No: **CAB/FH/16/018**

Chairman of the Committee: Simon Cole Lead Officer: Christine Brain

7. Recommendations of the West Suffolk Joint Growth Steering Group: 10 May 2016 - Mildenhall Hub - Development Brief

To Follow

Report No: **CAB/FH/16/019 (TO FOLLOW)**

Portfolio Holder: James Waters

Lead Officer: Alex Wilson

8. Exemption to Contract Procedure Rules

Creation of a Vision for the Regeneration of RAF Mildenhall

Portfolio Holder: James Waters

Lead Officer: Jill Korwin

Summary and Reason for Recommendation:

On 18th March the MOD advised the Council that they will be making an internal decision in the Summer about the future of the RAF Mildenhall site. There is a tight window of opportunity for Forest Heath District Council to prepare a vision prospectus for the future of the site to encourage government to take a wider view of the site's potential. The Council has completed the work to develop the specification for this visioning contract and that has shown the specialist nature of the support needed with a consultancy needing experience of MOD disposals and aviation use.

A procurement process will mean that a contractor would be appointed until mid June at the earliest and so would be unable to complete the Vision work before the Summer and so miss the opportunity to influence government decision making.

The Council has been awarded £230,000 funding from Cabinet Office for the OPE programme. The Cabinet Office have instructed the Council to use up to £100,000 of this money to develop a vision and prospectus for the future of the site. As part of OPE process, government appointed Cushman and Wakefield (C&W) to advise local authorities on their submissions and worked with West Suffolk Councils on our successful OPE submission. The Council then worked with C&W to develop the consultancy brief and they have demonstrated their ability to grasp the issues and the specialist nature of the development work we needed. Through developing the brief they have also gained an understanding of the issues meaning that the timescale for developing the Vision would be shorter than appointing a company that has no previous information on the site.

Time is imperative as the sooner we get this information to government the greater chance we have of influencing one of the most significant decisions for FHDC area.

The estimated total value of the exemption is £90,000 and was made under the following exemption criteria, as stated in Section

4.5 of the Contract Procedure Rules:

Exemption Categories

<i>The specialised nature of the goods, services to be supplied or the works to be executed means that only one suitable supplier has been identified or is available; and Unforeseen works where delay will adversely impact on the service delivery for the Council(s).</i>

Recommendation:

The Cabinet is requested to **NOTE** this exemption to the West Suffolk Contract Procedure Rules, as contained in the Constitution.

- 9. Revised Suffolk Flood Risk Management Strategy (SFRMS) 17 - 104**
 Report No: **CAB/FH/16/020**
 Portfolio Holders: James Waters and David Bowman
 Lead Officers: Steven Wood and Mark Walsh
- 10. Annual Review and Appointment of Cabinet's Working Group, Joint Committees/Panels and Other Groups 105 - 130**
 Report No: **CAB/FH/16/021**
 Portfolio Holder: James Waters
 Lead Officers: Karen Points and Steven Boyle
- 11. Decisions Plan: May 2016 to May 2017 131 - 144**
 To consider the most recently published version of the Cabinet's Decisions Plan.
 Report No: **CAB/FH/16/022**
 Portfolio Holder: James Waters Lead Officer: Ian Gallin
- 12. Exclusion of the Press and Public**
 To consider whether the press and public should be excluded during the consideration of the following items because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the items, there would be disclosure to them of exempt categories of information as prescribed in Part 1 of Schedule 12A of the Local Government Act 1972, and indicated against each item and, in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Part 2 - Exempt

- 13. Exempt Appendix A: Report of the Anglia Revenues and Benefit Partnership Joint Committee : 22 March 2016 (para 3)** **145 - 150**

Exempt Appendix A to Report No: **CAB/FH/16/017**

Portfolio Holder: Stephen Edwards Lead Officer: Jill Korwin

(This exempt Appendix is to be considered in private under paragraph 3 of Schedule 12A of the Local Government Act 1972, as they contain information relating to the financial and business affairs of a particular organisation)

(No representations have been received from members of the public regarding this item being held in private)